



Kelly Lethin, *Chair*
Rick Biasotti, *Vice Chair*
Tom Hamilton
Auros Ansbergs Harman
Mary Lou Johnson
Valentine Morgan

MINUTES
PLANNING COMMISSION MEETING
June 16, 2020
7:00 p.m.

Meeting location: Virtual Zoom Meeting

MEETING CALL TO ORDER at 7:02 p.m.

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Chair Lethin	X	
Vice Chair Biasotti	X	
Commissioner Hamilton	X	
Commissioner Harman	X	
Commissioner Johnson	X	
Commissioner Morgan	X	

STAFF PRESENT: Community and Economic Development Director: Darcy Smith
Public Works Engineer: Hae Won Ritchie
Planning and Housing Manager: Pamela Wu
Senior Planner: Michael Smith
Contract Senior Planner: Kelly Biggs
Associate Planner: Matt Neuebaumer
City Clerk: Melissa Thurman
Computer Support Technician: Paul Vella

PLEDGE OF ALLEGIANCE: Chair Lethin

1. APPROVAL OF MINUTES – February 18, 2020 and May 19, 2020

Commissioner Morgan / Johnson

VOTE: 6-0
AYES: Lethin, Biasotti, Hamilton, Harman, Johnson, Morgan
NOES: 0
ABSTAIN: 0

2. PUBLIC COMMENT ON ITEMS NOT ON AGENDA - NONE

3. ANNOUNCEMENT OF CONFLICT OF INTEREST –

Commissioner Morgan will recuse from Item 4B - 250 Courtland Drive

4. PUBLIC HEARINGS:

A. Stratford School Conditional Use Permit

201 Balboa Way (APN: 020-351-430)

Zoning: R1 (Single-family residential)

Recommended Environmental Determination: An Initial Study and Mitigated Negative Declaration (IS/MND) have been prepared for the project pursuant of the California Environmental Quality Act (CEQA). The public comment period for the IS/MND was May 6, 2020. The Planning Commission will consider adopt of the Initial Study/Mitigated Negative Declaration with the proposed Mitigation Monitoring Reporting Program (MMRP)

Request for an Architectural Review Permit and Use Permit to renovate the former El Crystal Elementary School as a private preschool and kindergarten pursuant to Section 12.108.010.A and 12.96.060.C.1 of the San Bruno Municipal Code. The proposed scope includes demolition of the existing play areas and detached accessory buildings, construction of a 3,368 square-foot addition to the existing main building, and the addition of three additional classrooms and two parking lots with a total of 112 parking spaces. Kartic Patel (Applicant) Stratford School (Owner). AR20-004 & UP19-023

Contract Senior Planner Kelly Biggs: Presented Staff Report

Motioned to close public hearing:

Commissioner Morgan / Hamilton

VOTE: 6-0

AYES: Lethin, Biasotti, Hamilton, Harman, Johnson, Morgan

NOES: 0

ABSTAIN: 0

Motioned to adopt a resolution approving Use Permit 19-023 and Architectural Review Permit 20-004 based on Findings 1-10 subject to the attached Conditions of Approval and adopting the IS/MND and Mitigation Monitoring and Reporting Program.

Commissioner Harman / Hamilton

VOTE: 6-0

AYES: Lethin, Biasotti, Hamilton, Harman, Johnson, Morgan

NOES: 0

ABSTAIN: 0

B. 250 Courtland Drive (APN: 019-170-130)

R-1 (Single-Family Residential)

Recommended Environmental Determination: Categorical Exemption pursuant to Section 15301.e.2: Existing Facilities

Request for a Use Permit to establish a child care center for up to 44 children pursuant to Sections 12.96.060.A and 12.96.060.C of the San Bruno Municipal Code. There is no expansion proposed with the new use and the proposed child care center will operate within the existing church building (San Bruno Chinese Church). Michael and Yunhan Shen (Applicants), San Bruno Chinese Church (Owner). UP19-024

Senior Planner Michael Smith: Presented Staff Report

Motioned to close public hearing:

Commissioner Harman / Hamilton

VOTE: 5-0-1

AYES: Lethin, Biasotti, Hamilton, Harman, Johnson

NOES: 0

ABSTAIN: Morgan

Motioned to approve adoption UP19-024 based on the findings of facts 1–3 and conditions of approval 1-12:

Commissioner Johnson / Hamilton

VOTE: 5-0-1

AYES: Lethin, Biasotti, Hamilton, Harman, Johnson

NOES: 0

ABSTAIN: Morgan

5. NEW BUSINESS:

A. 500 Sylvan Avenue (APN:014-314-220)

Zoning District: PD (Planned Development)

Recommended Environmental Determination: This extension request is exempted from further project level environmental review.

Request for one-year permit extension for permit renewal of a Planned Development Permit, Architectural Review Permit, and Conditional Use Permit for a nine-unit multi-family residential project located at 500 Sylvan Avenue pursuant to Section 12.128.020 of the San Bruno Municipal Code. The project includes construction of a new three-story, multi-family residential building containing nine dwelling units and 14 total parking spaces. Alan William Coon (Applicant), Suresh Gasndhi (Owner). PDP18-001, UP18-012 & AR18-002

Associate Planner Matt Neuebaumer: Presented Staff Report

Motioned to support the request for one-year permit extension.

Commissioner Johnson / Harman

VOTE: 6-0

AYES: Lethin, Biasotti, Hamilton, Harman, Johnson, Morgan

NOES: 0

ABSTAIN: 0

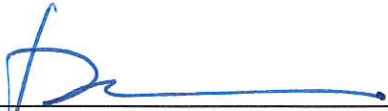
6. ITEMS FROM STAFF

- A. Selection of July 16, 2020 Architectural Review Committee members
Commissioners: Johnson, Harman, and Morgan – back up Biasotti

- B. Make a nomination to the Memorial Recognition Award Subcommittee. Chair Lethin nominates Commissioner Hamilton and he accepted nomination.

7. PUBLIC COMMENT ON ITEMS NOT ON AGENDA

- 8. ADJOURNMENT:** Meeting was adjourned at 8:55 p.m.



Pamela T. Wu
Secretary to the Planning Commission
City of San Bruno



Kelly Lethin, Chair
Planning Commission
City of San Bruno

1/22/2020

NEXT MEETING: June 16, 2020